

Governor's Workforce Investment Board Youth Council

**Capitol Building, Helena
May 23, 2006**

MINUTES

Committee Members Present: John Beaudry, Chair; Natalee Barnes; Marcella Buster; Dan Dolan; Sara Fox; Jake Gustin; Jim McDonald; Warren Means; Jody Messinger; Mike Nephew; James Patelis; and Leisa Smith.

Committee Members Absent: Curt Campbell and Tescha Hawley.

Staff: Pam Watson, Chris Wilhelm, and Jessica Snyder.

Guests: Connie Kinsey and Webb Brown.

Welcome and Introductions

Council Chair John Beaudry called the meeting to order at 12:30 p.m. and congratulated the members on their appointments. Leisa Smith announced she has been hired as the SWIB Director. Jessica Snyder reviewed the documents in Council packets.

Natalie Barnes asked for clarification regarding the voting rights of ad hoc members of the Youth Council. Pam Watson stated SWIB committees must be chaired by a SWIB member and ad hoc members of the Youth Council may vote at Youth Council meetings but action taken at the SWIB meeting will be voted on by the SWIB members. Warren Means asked if the decisions made at the Youth Council need to be voted on by the SWIB. Pam Watson stated all actions taken by the committees and Youth Council need to be recommended to the full board for final approval. Chairman Beaudry stated he will report and make the recommendations to the full board on behalf of the Youth Council.

Approval of Agenda

The agenda was approved by consensus.

Council Orientation

History/Background of WIA and SWIB and Transition Update

Pam Watson reported the Workforce Investment Act of 1998 established that all states and territories have a State Workforce Investment Board that must be fifty-one percent business majority along with several mandatory representatives. Until October 2005, Montana had the State Workforce Investment Board and two Local Workforce Investment Boards which represented the state's two local workforce areas. The SWIB submitted a two year plan modification which was approved by the United States Department of Labor, allowing the SWIB to assume the responsibilities of the two local boards. Last year Montana received 7.1 million dollars in WIA funds. Under the new statewide planning area, it was estimated that the cost savings would amount to one million dollars. As it turned out, approximately 1.2 million dollars will be reallocated to the local service providers to serve participants and ensure no reduction in

funding allocations, even though Montana will see a reduction in total WIA dollars coming to our state next year.

Jody Messinger asked what the local youth councils did. Connie Kinsey reported to the Council the history of the youth councils. Ms. Watson stated WIA Law mandates the Youth Council review the youth portion of the state plan, recommend eligible providers of youth activities and funding to those providers, and develop the criteria and recommend the selection of youth service providers. Chairman Beaudry asked if the funding was awarded by fiscal year and Ms. Watson stated yes. Jake Gustin asked if the 1.2 million dollars hold harmless funds were distributed to all WIA programs and Ms. Watson stated the 1.2 million dollars would be distributed amongst the WIA programs but she did not have the allocations. Ms. Barnes asked when the request for proposal (RFP) for service providers was due to be published. Ms. Watson stated that a time line has not been established but that it would be sometime next winter or early spring. The Council members discussed the RFP process and requested a copy of the local youth services RFP, wanted information regarding the service provider selection criteria, and a presentation at the next meeting from the service providers. Connie Kinsey discussed the monitoring of the local service providers and stated the Youth Council will receive reports at meetings regarding the monitoring of the service providers.

History of the State Youth Forum

Natalee Barnes reviewed the Youth Forum with the Youth Council members. In 2003, the White House Taskforce developed a report on disadvantaged youth and asked Labor, Education, Human Services, and Justice to combine resources to serve disadvantaged youth. Montana's team focused on serving the neediest youth including out of school youth, youth in and aging out of foster care, youth offenders, children of incarcerated parents, homeless youth, youth with disabilities, and migrant youth. In the Two Year State Plan, it states the SWIB will work with the Montana Forum to collaborate and develop strategies to implement the Youth Work Plan. On May 31, 2006, the several state Youth Forum teams will be meeting via conference call regarding the expanding vision and the possibility of conducting regional forums. Ms. Watson stated the Youth Forum is another group working on youth issues and the Council may want to keep up to date on what this group is doing to prevent the duplication of efforts. The Council agreed to make a report from the Youth Forum a standing agenda item.

Develop/Adopt Council Mission Statement and Goals

The Youth Council reviewed and discussed the possible mission statement and goals. Leisa Smith stated at the next meeting, the Youth Council will be presented with information from service providers and recommended postponing the decision until after the presentation. Marcy Buster recommended the Council review what the performance measures are for the service providers to better align the mission statement and goals with the performance measures. Chairman Beaudry stated he would redraft possible mission statement and goals for the Council to review at the next meeting and a decision could be made after the members had a chance to review the Two Year Plan, receive information from the service providers, and review the performance measures. Ms. Barnes also asked for information regarding the sixth barrier. Ms. Kinsey stated the local youth councils and the SWIB each came up with a different sixth barrier. After the transition, the state has reverted to the SWIB definition and the SWIB may want to review or change the definition of the sixth barrier. Chairman Beaudry asked staff to develop a summary and a recommendation for the sixth barrier and provide to the Council before the next meeting.

Adult Basic Education

Becky Bird, State Director of Adult Basic and Literacy Education, presented the Youth Council with information regarding the Test for Adult Basic Education (TABE) and the upcoming Quality Assessment Training for WIA Title I and Title II providers. Ms. Bird explained the intent of the Quality Assessment Training is to allow local service providers to take the next step with local partners in regards to supporting each other with assessing participants to avoid repetitive testing of participants in program placement. Ms. Bird explained how the workforce system has been assessing and placing participants in the past and how a unified assessment throughout programs allows for appropriate placement for participant success.

Next Meeting

The Council reviewed the tasks developed for the next meeting and Ms. Barnes asked if the State Plan could be addressed at the next meeting after the members had a chance to review it. The Council agreed to meet in person and prioritized the choice of weeks to meet. The choices in order are the week of July 24, week of July 31, or the week of August 7. If the next meeting cannot be held during those three weeks, the Council will meet in September.

Adjournment

With no further business, Dan Dolan moved to adjourn the meeting and Natalee Barnes seconded the motion. The motion carried unanimously and the meeting adjourned at 4:00 p.m.